



## **Parking Implementation and Governance Committee**

**Meeting Date:** Friday February 17, 2017

**Time:** 8:00 to 9:00 am

**Location:** Town Manager's Conference Room, Town Hall Annex

**Attendance:** Mike Morse, Howard Muise, Ali Carter, Laura Wiener, Adam Chapdelaine, Corey Rateau, Leland Stein

Meeting Minutes: Minutes of January 6, 2017 approved unanimously.

Meter Installation report, Mike Morse.

- Roughly \$1100/day in revenue. Over a 3 month period, 74,000 transactions, \$32,000 collected, cash and credit were roughly equal.
- Coin collection is going better. Collected every 2 weeks. Jams are mostly cleared. Medford Street meters get full the most quickly.
- Corey reported that during snow they are allowing 4 hours for free, since meters are hard to access.
- Ali reported a request from Allure Salon for forgiveness for parking violations issued in front of their store. Spaces were lost due to crosswalk and bike signal. Corey responded that the spaces were just moved down the street. Adam suggested we could hatch out the area in the future.
- Library meter is ready to go. Painted numbers on spots are barely visible due to snow and salt. Signs are needed: "Pay at Meter", "Pay Here" and signs for numbered spots.
- Multi-space meters—
  - diagnostic cards not working.
  - Metered area should be better lit.

Pay by phone—not a necessity right now.

Parking Benefits District

- Adam is working on income stream.
- Laura and Ali are planning 2 outreach meetings.

Monitoring

- Howard distributed a proposal for Monitoring that matches the earlier TAC report. It includes counts every hour between 8AM and 8PM on a single weekday and 10 to 8 on Saturday. It will help us understand our peak demand times and turnover. Also look at ticket data. Howard reported that the previous counts cost \$4000.

Other business.

- An amendment to Traffic Rules and Orders is proposed to allow Town vehicles to park without paying. The Selectmen can adopt. Motion to recommend to the Selectmen, to amend the Municipal, State and Federal exemption to allow Town Vehicles to park at metered spaces without paying.
- For next agenda, consider 15 minute spaces in front of Post Office.

Adjourned at 9:15. Next meeting Friday March 24, 8:00AM.